

ROUTING AND RECORD SHEET

SUBJECT: (Optional)
DA Briefing at the Information Systems Board Offsite Meeting
on 5 November 1987

FROM: **EXTENSION** **NO.** ER 4553-87

SA/EXDIR
7E12 HQS

DATE
20 October 1987

TO: (Officer designation, room number, and building)

DATE

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COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.
Executive Registry
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B-209-12

ER 4553-87
20 October 1987

STAT MEMORANDUM FOR: [REDACTED]
Chairman, DA User's Group

STAT FROM: [REDACTED]
Special Assistant to the Executive Director

SUBJECT: DA Briefing at the Information Systems Board
Offsite Meeting on 5 November 1987

STAT 1. The Information Systems Board will be meeting [REDACTED] during 5-6 November. You are invited to brief the ISB on the Directorate of Administration's plans for information systems at 10:45 on 5 November. You should allow 45 minutes for your presentation and answering questions.

2. During the course of your briefing, please give us your directorate's views on:

- Which applications are being used widely? Which applications are people finding especially useful? How much standardization has there been?
- How do departmental systems and local area networks relate to your plans?
- What are your plans for acquiring workstations? What capabilities do you need? How do your plans for personal computers relate to office automation? What will you do with your existing base of Wangs and Delta Datas?
- What are your evolving requirements for telecommunications connectivity or additional bandwidth?
- Which services (close-in support, database administration, training, etc.) should be delivered by individual components, i.e., at the office level?
- What has been the impact of standards activities?
- What test-beds are underway? What has been learned? Who else might be interested?

In addition, we would welcome any comments on:

- What ideas do you have for future testbeds?

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- Where would Agency-wide standards or policy be beneficial?
- What new plans do you have for deploying information technology to the foreign or domestic field?
- What has been the impact of computer security requirements?

Both near-term and long-range goals and priorities should be clearly stated. Requirements affecting the central services provided by OC or OIT should also be highlighted. There will be an overhead projector in the meeting room.

3. Please let me know by 26 October:

- whether you plan to attend. If you will be unable to attend, please let me know who will be briefing in your stead.

STAT

- any special requirements, such as audio-visual equipment.

STAT

STAT

DCI/EXDIR, (20 Oct 87)

/signed/

Distribution:

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1 - EXA/DDA
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